

NOAA ACCESS REQUEST FORM GENERAL SERVICES ADMINISTRATION (GSA)

NAME: _____ GSA MAIL CODE: _____

SSN: _____ ROOM/PHONE: _____

ACTION (Check One): ☐ ADD ☐ REPLACETYPE (Check One): ☐ FEDERAL EMPLOYEE ☐ AFFILIATECITIZENSHIP (Check One): ☐ UNITED STATES ☐ FOREIGN NATIONALDUTY HOURS (Check One): ☐ BUSINESS HOURS (6:00 am to 6:00 pm) ☐ 24 HOUR ACCESS
(If both Foreign National and 24 Hour Access is Checked, Complete Back of Form)

PERIOD OF VISIT: From _____ to _____

USER GROUPS:☒ **NOAAEXT** (All exterior doors: GC300, GC429, 1A006B, 1A002, 1A401, 1B802, 1C001, 1D301, 1D010A, St#4-1B)☐ **NOAAINT** (All interior doors except GB305, GB306, GB307)**AUTHORIZING OFFICIAL:**

Name/Title: Mike Casper/GSA	Signature:	Date:
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MRSO SECURITY APPROVAL: _____ **DATE:** _____
 (For Non-Federal Employees Only) Wendy Monroe, MRSO, MC44, x5198, Room 1-4508
SIGNATURE: _____

This signature certifies that the above named Federal employee/Affiliate has received his/her PIN number/ID to access the exterior doors and if needed, access controlled, interior rooms in the NOAA Building at 325 Broadway, Boulder, Colorado. Federal employee/Affiliate agrees to keep his/her PIN number/ID confidential.